Department of Defense

INSTRUCTION

SUBJECT: Monthly Report of Personnel Statistics

References: (a) ASD(M&RA) Memorandum, "subject as above," April 1, 1974
(hereby canceled)
(b) DoD Instruction 1100.1, "Monthly Report of Gains, Losses and Numbers of Military Personnel (Actual and Planned)," April 16, 1956 (hereby canceled)
(c) DoD Directive 5000.19, "Policies for the Management and Control of DoD Information Requirements," June 2, 1971
(d) DoD Directive 5000.20, "Management and Dissemination of Statistical Information," September 7, 1973

1. PURPOSE

This Instruction provides for a monthly report of military personnel statistics by consolidating two existing requirements. These reports will provide a single authoritative source for the key military personnel data needed to evaluate the Defense Department's overall manpower program.

2. APPLICABILITY

The provisions of this Instruction apply to the Military Departments.

3. CANCELLATIONS

References (a), (b), and RCSs DD-M&P(M)3R4 and DD-M&P(AR)3R4 are hereby cancelled effective immediately.
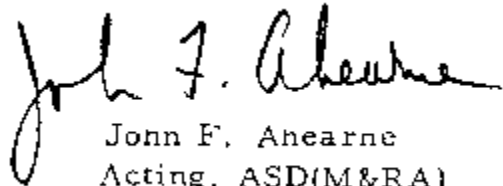
4. REPORT REQUIRED

    4.1. Each Service will submit a Monthly Report of Personnel Statistics in accordance with the instructions, formats and schedule shown in enclosure 1 to the Office of the Assistant Secretary of Defense (Manpower and Reserve Affairs), with an information copy to the Director for Information Operations and Control, OASD(Comptroller).   This requirement has been assigned Report Control Symbol DD-M(M)1391.

    4.2. All reporting requirements herein shall be compiled and used in conformance with DoD Directives 5000.19 and 5000.20 (references (c) and (d)).

5. EFFECTIVE DATE

This Instruction is effective immediately.

Jonn F. Ahearne
Acting, ASD(M&RA)

Enclosures - 1
    E1. Instructions, Formats and Submission Schedule for the Monthly Report of
        Personnel Statistics

E1. ENCLOSURE 1

INSTRUCTIONS, FORMATS AND SUBMISSION SCHEDULE FOR THE MONTHLY REPORT OF PERSONNEL STATISTICS

E1.1. REPORTING INSTRUCTIONS

E1.1.1. Format 1 Strength, Gain and Loss Summary.   Format 1 provides a summary of planning data used to project monthly end strengths, gains, and losses updated to reflect the latest month end strength position.   A separate Format 1 will be submitted at the time a new financial program is developed.

E1.1.1.1. Program Identification

E1.1.1.1.1. Program Fiscal Year.   Identify the fiscal year program being reported.   For example, 1976 should be entered if the data were for the FY 1976 President's Budget even though data shown in part of current fiscal year was for FY 1975.

E1.1.1.1.2. President's Budget.   Show the planning data used to support the President's Budget submission.

E1.1.1.1.3. Apportionment Budget.   Show the planning data used to support the Apportionment Budget submission.

E1.1.1.1.4. OSD Budget Submit.   Show the planning data used to support the OSD Budget submission.

E1.1.1.1.5. Current Data.   Show update to latest financial program.

E1.1.1.1.6. Special.   Financial program other than the three financial programs defined above.

E1.1.1.2. General Application of the above Identifications.   Format 1 provides a summary of planning data used to project monthly end strengths, gains, and losses updated to reflect the latest month end strength position.   A separate Format 1 will be prepared in conjunction with the most current financial program; the President's Budget, apportionment, and/or the OSD Budget Submit.   In addition, a revised financial program summary will be prepared and submitted whenever a change is made in the previously submitted program.   This will be submitted on Format 5, Revisions

to Previously Submitted Data.   The type of data being provided on the Format 1 should be identified in the upper left hand corner of this form by filling in the appropriate number.   Current fiscal year data should be reported in section A, projections for the subsequent fiscal year are to be reported in section B.   Data entered in sections A and B of Format 1 are to be reported on a monthly basis.

  E1.1.1.3. <u>Monthly Data-Column Identifications</u>

    Column 1. <u>Total Active Forces Military Strength</u>. Numbers shown should be identical with those reported under RCS DD-220 and include reimbursables.

    Column 2. <u>Military Personnel Strength</u>. Report the number of personnel under Active Force Military Personnel Appropriations and thus exclude reimbursables.

    Column 3. <u>Officers</u>. Report the total number of officers (including warrant) included in Column 2.

    Column 4. <u>Enlisted</u>. Report the total number of enlisted personnel (include enlistees attending officer candidate/training programs) included in Column 2.

    Column 5. <u>Academy</u>. Report the number of cadets/midshipmen included in Column 2.   Do not include enlisted officer candidates.

    Column 6. <u>Total Gains from Civil Life</u>. Report the number of officers, enlisted personnel, and cadets/midshipmen entering active duty from civil life; include Reserve and National Guard personnel entering active duty when such personnel are to be paid under a Military Personnel appropriation.   Do not include Reserve and National Guard personnel entering active duty when such personnel are to be paid under a Reserve Force Personnel appropriation.   Asterisk and show as a footnote the number of Reserve Force officers and enlistees involuntarily recalled under any mobilization or other emergency requirement.

    Column 7. <u>Officer Gains</u>. Report the number of officers entering active duty from civil life included in Column 6.   Do not include officers who were in an active duty status as an enlistee, cadet/midshipman or officer immediately prior to gain action.

    Column 8. <u>NPS Male</u>. Report the number of male enlisted gains who had no prior (less than 6 months) military service in any branch of the Active Forces prior to the current gain.   (Include Navy Reservists entering active duty under any

programs that require 2 or more years active duty.)

Column 9. <u>NPS Female</u>. Report the number of female enlisted gains who had no prior (less than 6 months) military service in any branch of the Active Forces prior to the current gain. (Include Navy Reservists entering active duty under any programs that require 2 or more years of active duty.)

Column 10. <u>P.S. Enlistees</u>. Report the number of male and female Regular Force enlisted gains who have had more than 6 months active duty in any branch of the Active Forces who have been separated from service for at least 24 hours.

Column 11. <u>Other</u>. Include all other gains from civil life included in Column 6 but not reported in Columns 8, 9, and 10, such as Inactive Reserve and National Guard, restoration to active duty from temporary disabled retired lists, academy cadets and midshipmen, etc.

Column 12. <u>Other than Civilian Life Gains, Total</u>. Include all gains other than those from civil life such as: changes in component (Reserve to Regular); officer to enlisted; enlisted to officer; immediate reenlistments of Regular Force personnel and Reserve Force personnel on extended active duty, returned from dropped from military control, etc.

Column 13. <u>Immediate Reenlistment</u>. Include all Regular Force personnel who reenlist within 24 hours of separation.

Column 14. <u>Return to Military Control</u>. Include all personnel returned to active duty after being dropped from military control.

Column 15. <u>Other</u>. Include all other gains other than those from civil life, immediate reenlistments and returned deserters; include transfers, accounting adjustments, immediate reenlistments of Reservists on extended active duty, etc.

Column 16. <u>Total Losses</u>. Report all losses to include deaths, retirements, drops from military control, inter-Service transfers, immediate reenlistments, officer to enlisted, enlisted to officer, academy, etc.

Column 17. <u>Officers</u>. Report the number of officer losses (including warrant) shown in Column 16.

Column 18. <u>Enlisted</u>. Report the number of enlisted losses shown in Column 16.

Note 1 - Columns 17 and 18 will not necessarily add to Column 16 because Column 16 includes academy losses.

Note 2 - The summation of Columns 6 and 12 less Column 16 should equal the difference between the current and previous months end strength (Column 2).

E1.1.1.4. Quarterly Data - Line Identification

E1.1.1.4.1. Data to be entered in section C, Format 1, are to be reported at the end of each quarter.

Line C1. White. Show the number of Whites included in Columns 2, 3, 4, and 5.

Line C2. Black. Show the number of Blacks included in Columns 2, 3, 4, and 5.

Line C3. Other. Show the number of personnel of races other than White or Black in Columns 2, 3, 4, and 5.

Note 3 - The sum of Line C1 + C2 + C3 of each column should equal the total strength reported at the end of the quarter.

E1.1.1.4.2. Data to be entered in section D, Format 1 at the end of each quarter are:

Line D1. Male. Show the number of Males included in Columns 2, 3, 4, and 5.

Line D2. Female. Show the number of Females included in Columns 2, 3, 4, and 5.

Note 4 - The sum of Line D1 + D2 of each column should equal the total strength reported at the end of the quarter.

E1.1.2. Format 2 Enlisted Gains Analysis - Monthly Report. Format 2 provides a summary on a monthly basis of actual attainment data as related to the program and recruiting objectives of the most current month and/or quarter being reported.

E1.1.2.1. Line Definitions - Section A

Quantity:

Line 1a. Program Objective. Report the objective as shown in Format 1 for the current month for the latest financial program.

Line 1b. Recruiting Objective. Report the objective given the recruiting command for the current month including any add-ons for previous shortfalls. The add-ons included should appear in parenthesis.

Line 1c. Actual. Report the actual data for the current month. This data in Columns 2, 3, and 4 will normally agree with data submitted on a subsequent Format 1; specifically, Columns 8, 9, and 10 reported monthly. If Format 1 actuals differ from those shown in an earlier Format 2, revisions should be supplied in Format 5.

Education: (Columns 4, 5 and 6 reported quarterly)

Line 2a. High School Graduates. Report the number of high school graduates (including State Certified GEDs) included in line 1c.

Line 2b. State Certified GEDs. Report the number of State certified GEDs reported in 2a.

Mental Categories: (Columns 4, 5, and 6 reported quarterly)

Line 3a-d. Mental Category. Report the number of personnel enlisted in each of the Mental Category Groups.

Representation: (Columns 4, 5, and 6 reported quarterly)

Line 4a. White. Show the number of Whites included in line 1c.

Line 4b. Black. Show the number of Blacks included in line 1c.

Line 4c. Other. Show the number of accessions of races other than White or Black included in line 1c.

Term of Enlistment: (Columns 4, 5, and 6 reported quarterly)

Lines 5a-e. Term of Enlistment. Report the number of enlistees entering service by the term of initial commitment including extension agreements if

enlistment contract is for a shorter period.

        Note 5 - The summation of lines 3a, b, c, and d; 4a, b, and c; and 5a, b, c, d, and e equal total shown in line 1c.

        Delayed Entry Program: (Columns 1-6 only)

        Line 6a1.   Entries into Active Duty.   Report the number of personnel entering active duty from the delayed entry program during the reported month.

        Line 6a2.   New Enlistments into Pool.   Report the number of personnel entering the delay pool for the first time during the reported month.

        Inventory Scheduled Entries to Active Duty

        Line 6b1-6b7.   Report the total number of personnel scheduled to enter active duty from the delayed entry program during the succeeding months listed.

        Line 6b8.   Inventory.   Report the total number of personnel in the delayed entry program, which is the sum of 6b1 through 6b7.

        E1.1.2.2. Column Definitions - Section A..   Non-prior service and prior service definitions are the same as those defined for Format 1 with an additional breakout by sex.

        Columns 7-10 Special Programs.

        E1.1.2.2.1. All Services.   (Columns 7+8)

        Column 7.   Report the number of personnel in enlisted programs (other than combat arms) for which an enlistment bonus is authorized.

        Column 8.   Report the number of personnel in Column 7 who enlisted under the bonus option.

        E1.1.2.2.2. Army and Marine Corps.   (Columns 9+10)

        Column 9.   Report the number of personnel enlisting in or assigned to combat arms enlistment programs.

        Column 10.   Report the number of personnel in Column 9 who

enlisted under the bonus option.

E1.1.2.2.3. <u>Navy</u>.   (Column 9)

<u>Column 9</u>.   Report the number of personnel enlisting in a Service program that requires a period of at least 2 years active duty.

E1.1.2.2.4. <u>Air Force</u>.   (Column 9)

<u>Column 9</u>.   Report the number of personnel in the 6-year enlistment program.

<u>Line Definitions - Section B</u>.

<u>Total Authorized</u>.   Report the number of military personnel authorized for duty with the Recruiting Service.

<u>Total on Station</u>.   Report the total number of military personnel actually on duty with the Recruiting Service.

<u>Total Production Recruiters Authorized</u>.   Report the number of authorized production recruiters.

<u>Total Production Recruiters On Station</u>.   Report the actual number of production recruiters actually on duty.

E1.1.3. <u>Format 3.   Enlisted Gains - Fiscal Year to Current Month Report</u>. Format 3 provides a summary on a monthly basis of actual attainment data as related to the program and recruiting objectives for the cumulative fiscal year to current month and/or quarter total being reported.

E1.1.3.1. <u>Line Definitions - Section A.</u>.   These definitions are the same as those on Format 2 except for lines A2c and A2d, which are to be reported only as a Fiscal Year total.

<u>Line A2c</u>.   Report the number of enlistees included in line 2a who have completed one or more semesters of post-high school training in a vocational/technical school or institution of higher education but who have not obtained a baccalaureate or higher degree.

<u>Line A2d</u>.   College Graduate.   Report the number of enlistees included

in line 2a who have obtained a degree at the baccalaureate or higher level.

E1.1.3.2. Line Definitions - Section B

Line B1.   Recruiting Objective for the Next Following Month.

Include add-on and show in parenthesis.

Line B2.   Recruiting Objective for the Second Following Month.

Include add-on and show in parenthesis.

Line B3.   Recruiting Objective for the Third Following Month.

Include add-on and show in parenthesis.

Line B4.   Current FY Total Objective.

Totals shown should agree with total reported on Format 1.

Line B5.   Next FY Total Objective.

Totals shown should agree with total reported on Format 1.

E1.1.4.   Format 4.   Reenlistments - Fiscal Year Thru (Latest Month).   Format 4 provides a summary on a monthly basis of the planned and actual reenlistment data reported as a cumulative Fiscal Year to most current month total.

E1.1.4.1. Line Definitions for reenlistments where reenlistments are the number of immediate and 2-90 day reenlistments.

Line 1.   First-Term Regular.   Individuals serving on an initial term of service in the Regular component of a Service, including those with prior active service in a non-Regular component of the same Service (e.g., Reservists and inductees) and those with less than 24 months of prior active duty with another Service.

Line 2a.   Second-Term Regular.   Individuals serving on active duty in the Regular component for a second term of service or on an extended tour of an initial term for which a reenlistment bonus was paid.   Individuals serving on an initial term of active duty service in the Regular component of a Service with at least 24 months but less than 48 months of prior active duty service with another Service.

Line 2b.   Third and Subsequent Term Regular.   Individuals serving on active duty in the Regular component for a third or subsequent term of service or on an extended tour of a second term of service for which a reenlistment bonus was paid. Individuals serving on an initial term of active duty service in the Regular component of a Service with at least 48 months of prior active duty service with another Service.

E1.1.4.2. Column Definitions

Column 1. Objective.   The cumulative objective through the reported month.

Column 2. Actual.   The cumulative number of reenlistments through the reported month.

Column 3. Current Fiscal Year Objective.   State the latest reenlistment plan for the current fiscal year for lines 1, 2a, and 2b.

E1.1.5. Format 5.   Revisions to Previously Submitted Data.   Format 5 provides a summary on an as needed basis of updated and/or revised previously submitted data on Formats 1-4.

E1.1.5.1. Column Definitions

Column 1. Format Identification.   Specify the Format (1-4) to which the data in Columns 2-5 refers.

Column 2. Month Identification.   Specify the month to which this data belong using the numerical codes 01-12 where 01 equals January.

Column 3. Line Identification.   Specify the particular line identity of the changed data, i.e., for Format 2, A2A equals the High School graduates' line identity.   Therefore, Column 3 shows A2A.

Column 4. Column Identification.   Specify the particular column number corresponding to the particular line identity where the change is to be made, i.e., for Format 2 where the non-prior service total is to be changed the column identification should be 1.

Column 5. Revision/Correction.   Specify the particular data that are to be revised/corrected and belongs to the identities in Columns 1-4.

E1.1.5.2. The following is an example of the above Format 5 when submitted with data:

Service: Army

Date Prepared: 6/1/75

Format ID	Month ID (01-12; where 01 = January	Line ID	Column ID	Revision/Correction
Col 1	Col 2	Col 3	Col 4	Col 5
2	04	A2A	1	5969

Note 6 -- Format 1 - A full 24 months data must be submitted for all financial programs. Current Service Plan Reports need not show data for any months prior to the current actual data.   A new report is submitted each time a new plan is made.

Note 7 -- Format 5 - Revisions/corrections of data for any of the formats previously submitted should appear here.

Format Relationships.   Attachments 1 and 2 show the relationships within formats and among formats.

E1.2. SUBMISSION SCHEDULE

E1.2.1. Monthly Operating Data.   A monthly submission of Formats 1, 2, 3, 4 (and Format 5, if needed) will be submitted to the Office of the Deputy Assistant Secretary of Defense (M&RA) by the close of business on the 10th working day of the month.   Data to be reported on this report are described below:

Report Submitted 10th Working Day of:	Formats 1 and 4		Formats 2 and 3 Col. 1-10
	Actuals	Projections	
January	November	December to End FY	December
February	December	January to End FY, Next FY	January
March	January	February to End FY, Next FY	
			February
April	February	March to End FY, Next FY	March
May	March	April to End FY, Next FY	April
June	April	May to End FY, Next FY	May
July	May	June to End FY, Next FY	June
August	June	July to End FY, Next FY	July
September	July	August to End FY, Next FY	August
October	August	September, Next FY	September
November	September	October to End FY	October
December	October	November to End FY	November

In addition to the formal report prescribed above, a telephonic report of recruiting results for the previous month should be made by noon on the second working day of the month.   The following items will be reported:

Changes in the current month's recruiting objective after submission of the monthly report should be submitted in a separate memorandum upon occurrence.

Format 2   Section A1; Column 1-4
Section A2; Column 1
Section A3; Column 1

Financial Program Report.   Format 1 should be submitted whenever a change is made in the Military Service's financial program and should not be held until submission of a regular monthly report.

Attachments - 7
E1.A1. Editing Within Formats
E1.A2. Editing Among Formats
E1.A3. Format 1
E1.A4. Format 2
E1.A5. Format 3
E1.A6. Format 4
E1.A7. Format 5

ENCLOSURE 1

E1.A1. ATTACHMENT 1 TO ENCLOSURE 1

EDITING WITHIN FORMATS

<table>
<tr><td colspan="2">Format 1</td><td colspan="2">Formats 2 + 3</td></tr>
<tr>
<td>Items for
A thru B
All lines</td>
<td>Columns
2=3+4+5
6=7+8+9+10+11+12
12=13+14+15</td>
<td>Lines
A1A thru A6B8

A1C-A3A+A3B+A3C+
A3D</td>
<td>Columns
1=2+3
4=5+6
1 thru 3
7 thru 10</td>
</tr>
<tr>
<td>C1 thru C3
C1+C2+C3
= total quarterly
strengths, i.e.,
total strengths
for Sep., Dec., Mar., June</td>
<td>2=3+4+5
2, 3, 4, 5</td>
<td>A1C=A4A+A4B+A4C</td>
<td>1 thru 3
7 thru 10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A1C=A5A+A5B+A5C
+A5D+A5E</td>
<td>1 thru 3
7 thru 10</td>
</tr>
<tr>
<td>D1 thru D2
D1+D2=total
Quarterly strengths,
i.e., total strengths
for Sep., Dec., Mar., June</td>
<td>2=3+4+5
2, 3, 4, 5</td>
<td></td>
<td></td>
</tr>
</table>

<table>
<tr><td colspan="2">Format 2</td><td colspan="2">Format 3</td></tr>
<tr>
<td>Lines</td>
<td>Columns</td>
<td>Lines</td>
<td>Columns</td>
</tr>
<tr>
<td>A6B8=A6B1+A6B2
+A6B3+A6B4+A6B5
+A6B6+A6B7</td>
<td>1 thru 6</td>
<td>A1C=-A3A+A3B
+A3C+A3D</td>
<td>4-6, quarterly
totals</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A1C=A4A+A4B+A4C</td>
<td>4-6, quarterly
totals</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A1C=A5A+A5B
+A5C+A5D+A5E</td>
<td>4-6 quarterly
totals</td>
</tr>
</table>

E1.A2. ATTACHMENT 2 TO ENCLOSURE 1

EDITING AMONG FORMATS PLANNED AND ACTUAL

	Format 1			Format 2		
Line	Column			Line		Column
	Actuals + Plans			Actuals	Plans	
Current month	8+9	=		A1C	A1A	1
Current month	10	=		A1C	A1A	4
Current month	8	=		A1C	A1A	2
Current month	9	=		A1C	A1A	3

	Format 1			Format 3	
Line	Column			Line	Column
3 projected months following current month accessions	8, 9, 10	=		B1 thru B3	2,3,4 respectively
Manyear Avg/Total (A)	8, 9, 10	=		B4	2,3,4 respectively
Manyear Avg/Total (B)	8, 9, 10	=		B5	2,3,4 respectively

E1.A3. ATTACHMENT 3 TO ENCLOSURE 1

MONTHLY REPORT OF PERSONNEL STRENGTH, GAIN, AND LOSS SUMMARY, FORMAT 1

PROGRAM FY_____
TYPE OF DATA
  1. President's Budget
  2. Apportionment Budget
  3. Current Data
  4. Special
  5. OSD Budget Submit

MONTHLY REPORT OF PERSONNEL
STRENGTH, GAIN, AND LOSS SUMMARY
FORMAT 1

SERVICE _____
ACTUALS THRU _____
PROJECTIONS FROM _____
DATE PREPARED _____

	STRENGTH				GAINS											LOSSES		
	Military Personnel Strength					From Civilian Life					Other Than Civilian Life							
								Enlisted						Ret'd				
Total Strength	Total	Officers	Enlisted	Academy	Total Gains	Officer	NPS Male	NPS Female	Prior SVC	Other	Total	Immed. Reenl.	To Mil. Cont.	Other	Total	Officer	Enlisted
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10	Col. 11	Col. 12	Col. 13	Col. 14	Col. 15	Col. 16	Col. 17	Col. 18
A. CURRENT FY																	
July																	
August																	
September																	
October																	
November																	
December																	
January																	
February																	
March																	
April																	
May																	
June																	
Man Year Average/Total																	
B. Next FY																	
July																	
August																	
September																	
October																	
November																	
December																	
January																	
February																	
March																	
April																	
May																	
June																	
Man Year Average/Total																	
C. Race As of Quarter Ending____ (Month)																	
1. White																	
2. Black																	
3. Other																	
D. Sex As of Quarter Ending____ (Month)																	
1. Male																	
2. Female																	

E1.A4. ATTACHMENT 4 TO ENCLOSURE 1

MONTHLY REPORT OF PERSONNEL STATISTICS
FORMAT 2, ENLISTED GAINS ANALYSIS

MONTHLY REPORT OF PERSONNEL STATISTICS
FORMAT 2 ENLISTED GAINS ANALYSIS

SERVICE _____
MONTH REPORTED _____
DATE PREPARED _____

MONTHLY DATA

	Non-Prior Service			Prior Service			Special Programs			
	Total	Male	Female	Total	Male	Female	A	B	C	D
	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10

A. Recruiting Results
  1. Quantity
    a. Program Objective
    b. Recruiting Objective
    c. Actual

  2. Education
    a. High School Graduates — 1/ 1/ 1/
    b. State Certified GED's included in 2a — 1/ 1/ 1/

  3. Mental Categories
    a. Mental Category I — 1/ 1/ 1/
    b. Mental Category II — 1/ 1/ 1/
    c. Mental Category III — 1/ 1/ 1/
    d. Mental Category IV — 1/ 1/ 1/

  4. Representation
    a. White — 1/ 1/ 1/
    b. Black — 1/ 1/ 1/
    c. Other — 1/ 1/ 1/

  5. Term of Enlistment
    a. Two years — 1/ 1/ 1/
    b. Three years — 1/ 1/ 1/
    c. Four years — 1/ 1/ 1/
    d. Five years — 1/ 1/ 1/
    e. Six years — 1/ 1/ 1/

  6. Delayed Entry Program
    a. Pool Flow
      1. Entries into Active Duty
      2. New enlistments into Pool

    b. Inventory Scheduled Entries to Active Duty

      1. Entries 1st Succeeding Month
      2. Entries 2nd Succeeding Month
      3. Entries 3rd Succeeding Month
      4. Entries 4th Succeeding Month
      5. Entries 5th Succeeding Month
      6. Entries 6th Succeeding Month
      7. Entries Beyond 6th Succeeding Month
      8. Total Entries

B. Recruiters: 1. Total Authorized _____   3. Prod. Authorized _____
          2. Total on Station _____   4. Prod. on Station _____

1/ Quarterly Sums

E1.A5. ATTACHMENT 5 TO ENCLOSURE 1

MONTHLY REPORT OF PERSONNEL STATISTICS
FORMAT 3, ENLISTED GAINS ANALYSIS

MONTHLY REPORT OF PERSONNEL STATISTICS
FORMAT 3 ENLISTED GAINS ANALYSIS

SERVICE _____
MONTH REPORTED _____
DATE PREPARED _____

MONTHLY DATA

	Non-Prior Service			Prior Service			Special Programs			
	Total	Male	Female	Total	Male	Female	A	B	C	D
	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10

A. Fiscal Year to Date

   1. Quantity
      a. Program Objective
      b. Recruiting Objective
      c. Actual

   2. Education
      a. High School Graduates
      b. State Certified GED's
         included in 2a
      c. Some College
      d. College Graduate

   3. Mental Categories
      a. Mental Category I
      b. Mental Category II
      c. Mental Category III
      d. Mental Category IV

   4. Representation
      a. White
      b. Black
      c. Others

   5. Term of Enlistment
      a. Two years
      b. Three years
      c. Four years
      d. Five years
      e. Six years

B. Recruiting Objectives

      1. For the following month
      2. For the 2nd following month
      3. For the 3rd following month
      4. Current FY Total Objective
      5. Next FY Total Objective

1/ Quarterly Sums   2/ End FY Totals Only

E1.A6. ATTACHMENT 6 TO ENCLOSURE 1

FORMAT 4, REENLISTMENTS
FISCAL YEAR THRU (LATEST MONTH)

FORMAT 4
REENLISTMENTS
FISCAL YEAR THRU (LATEST MONTH)

SERVICE _____
DATE PREPARED _____

	OBJECTIVE	ACTUAL	CURRENT FISCAL YEAR TOTAL OBJECTIVE
	(Col. 1)	(Col. 2)	(Col. 3)
1. First Term			
2. Career			
a. Second Term			
b. Third and Subsequent Terms			

E1.A7. ATTACHMENT 7 TO ENCLOSURE 1

FORMAT 5,
REVISION TO PREVIOUSLY SUBMITTED DATA

FORMAT 5   SERVICE_____

REVISIONS TO PREVIOUSLY SUBMITTED DATA   DATE PREPARED:_____

FORMAT IDENTIFICATION	MONTH IDENTIFICATION (01-12, Where 01=Jan)	LINE IDENTIFICATION	COLUMN IDENTIFICATION	REVISION/CORRECTION
COL. 1	COL. 2	COL. 3	COL. 4	COL. 5